

**TOWN OF MILLVILLE**  
**Planning and Zoning Commission (P&Z) Webinar Meeting**  
**July 15, 2021 @ 7:00pm**

In attendance were P&Z Chairman Pat Plocek; P&Z Secretary Marshall Gevinson; Commissioner Glen Faden; Town Manager Debbie Botchie; Administrative Assistant Jennifer Ireland; Town Clerk Wendy Mardini; and GMB Representative Andrew Lyons, Jr.

1. **CALL TO ORDER:** P&Z Chairman Pat Plocek called the meeting to order at 7:00 p.m.
2. **ROLL CALL:** P&Z Chairman Pat Plocek stated Commissioners Cathy Scheck and Tim Roe were absent.
3. **PLEDGE OF ALLEGIANCE**
4. **NEW BUSINESS:**
  - A. Review and discuss, a preliminary site plan submitted by Kenneth Christenbury from Axiom Engineering, LLC on behalf of Millville Volunteer Fire Company for a proposed expansion project. The proposed 5000 square feet expansion will include bunk facilities and office space. The site is located on Tax Map Parcel #134-12.00-407.00, 35554 Atlantic Ave., Millville, DE 19967, and is zoned C1-Commercial.

Kenneth Christenbury with Axiom Engineering, LLC, representing the Millville Volunteer Fire Company Station 1 stated the purpose of the addition was to provide overnight dormitory style housing, laundry facilities, and a lounge to encourage the firemen to stay onsite to improve response time. He said this would also reduce traffic because they wouldn't be commuting. Mr. Christenbury stated the fire marshal requested a few additions to the plans (signage). He stated DelDOT issued an approval to use the existing entrances with no changes. He said the Soil & Conservation District sent him an email approval because the addition was not over grass. The designated parking would be reduced, but there was substantial overflow parking. Mr. Lyons stated the site was a legally non-conforming site, and the parcel was currently 83.2% impervious. Per the non-conforming chapter, changes to the site could not increase the amount of impervious land, the plan reduced the impervious land. He added, the existing accessory structure was also a legal non-conforming building. Mr. Lyons requested the existing tax-ditch, existing propane tanks, and proposed dumpster location be shown on the final site plans. Mr. Plocek would like to see landscaping in the front of the gravel lot, between it and the sidewalk. Mr. Lyons explained that area was a separate parcel, and not part of this site plan. Mr. Plocek requested a motion to recommend the plans to Town Council for approval. Mr. Gevinson made the motion, Mr. Faden seconded the motion, provided the changes requested were added to the plans. Motion carried 3-0.

5. **CITIZENS PRIVILEGE**  
No comments

**6. ANNOUNCEMENT OF NEXT MEETING**

Mr. Plocek stated the next P&Z meeting was to be August 12, 2021, at 7:00 p.m.

**7. ADJOURNMENT**

Mr. Faden motioned to adjourn the meeting at 7:13 p.m. Mr. Gevinson seconded the motion. Motion carried 3-0.

Respectfully submitted and transcribed  
by Jennifer Ireland